












SLC Coaching Workplan (87.1.3)

ID		Task Name	Duration	Start	Finish	Resource Names
1		Design	44 days	Mon 2/4/02	Thu 4/4/02	
2		Confirm SLC audience	20 days	Mon 2/4/02	Fri 3/1/02	Michael Logsdon,Elena Pienkov
3		Identify in-scope acquisition projects for SLC coaching	5 days	Mon 2/4/02	Fri 2/8/02	
4		Identify audience targeted for SLC coaching (incl Op Partners)	5 days	Mon 2/11/02	Fri 2/15/02	
5		Review audience list with eCAD and ITRS	5 days	Mon 2/18/02	Fri 2/22/02	
6		Update audience list based on feedback from ITRs	1 day	Mon 2/25/02	Mon 2/25/02	
7		Review audience list with Connie, Cheryl and Lana	2 days	Tue 2/26/02	Wed 2/27/02	
8		Finalize audience list	2 days	Thu 2/28/02	Fri 3/1/02	
9		Design Self-Study Modules	11 days	Mon 2/4/02	Mon 2/18/02	Elena Pienkowski
10		Design Vision/Definition Self-Study Module	6 days	Mon 2/4/02	Mon 2/11/02	Elena Pienkowski
18		Design Construct/Deployment/Support Self-Study Module	6 days	Mon 2/11/02	Mon 2/18/02	Jennifer Jones
26		Design Coaching Sessions	17 days	Mon 2/11/02	Tue 3/5/02	Michael Logsdon,Elena Pienkov
27		Identify and select coaches	17 days	Mon 2/11/02	Tue 3/5/02	
30		Identify coaching/internal consultant training for SLC coaches	11 days	Tue 2/19/02	Tue 3/5/02	SFA University
34		Design train the coach session (content knowledge and apply skills learned at generic coac	6 days	Mon 2/11/02	Mon 2/18/02	
40		Define Measurements for SLC Deployment Effectiveness	5 days	Mon 3/4/02	Fri 3/8/02	
41		Signoff on Design	22 days	Wed 3/6/02	Thu 4/4/02	Elena Pienkowski
42		Prepare for Design Review Session	3 days	Wed 3/6/02	Fri 3/8/02	
43		Conduct Design Review Session with Connie, Cheryl and Lana	2 days	Mon 3/11/02	Tue 3/12/02	
44		Revise Materials based on review session	2 days	Wed 3/13/02	Thu 3/14/02	
45		Submit Design Deliverable (87.1.3A)	1 day	Fri 3/15/02	Fri 3/15/02	
46		Receive Comments and Revise	14 days	Mon 3/18/02	Thu 4/4/02	
47		Development	78 days	Mon 3/18/02	Mon 7/8/02	
48		Develop Vision/Definition Self-Study Module	27 days	Mon 3/18/02	Tue 4/23/02	Elena Pienkowski
49		Draft Self-Study Materials	20 days	Mon 3/18/02	Fri 4/12/02	
50		Internal Review	2 days	Mon 4/15/02	Tue 4/16/02	
51		Revise Self-Study Materials	3 days	Wed 4/17/02	Fri 4/19/02	
52		Determine how materials can be put on-line	5 days	Wed 4/17/02	Tue 4/23/02	SFA University
53		Develop Construct/Deploy/Support Self Study Module	27 days	Mon 4/15/02	Tue 5/21/02	Jennifer Jones
54		Draft Self-Study Materials	20 days	Mon 4/15/02	Fri 5/10/02	
55		Review Self-Study Materials with ML	2 days	Mon 5/13/02	Tue 5/14/02	
56		Revise Self-Study Materials	3 days	Wed 5/15/02	Fri 5/17/02	
57		Determine how materials can be put on-line	5 days	Wed 5/15/02	Tue 5/21/02	SFA University
58		Develop Train the Coach Materials	18 days	Mon 4/22/02	Wed 5/15/02	Elena Pienkowski

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59		Draft train the coach materials	10 days	Mon 4/22/02	Fri 5/3/02	
60		Internal Review	5 days	Mon 5/6/02	Fri 5/10/02	
61		Revise train the coach materials	3 days	Mon 5/13/02	Wed 5/15/02	
62		Develop Job Aids	24 days	Mon 5/13/02	Fri 6/14/02	Elena Pienkowski,Jennifer Jone
63		Brainstorm job aid ideas	2 days	Mon 5/13/02	Tue 5/14/02	
64		Draft job aids	10 days	Wed 5/15/02	Wed 5/29/02	
65		Review job aids	2 days	Thu 5/30/02	Fri 5/31/02	
66		Revise job aids	2 days	Mon 6/3/02	Tue 6/4/02	
67		Produce job aids	8 days	Wed 6/5/02	Fri 6/14/02	
68		Conduct Train-the-Coach Session and Pilot Materials	18 days	Mon 5/13/02	Thu 6/6/02	Michael Logsdon,Elena Pienkov
69		SLC Coaches attend Vendor Process Coaching Training Sessions	5 days	Mon 5/13/02	Fri 5/17/02	
70		Prepare for Train the Coach Sessions	5 days	Thu 5/16/02	Wed 5/22/02	
71		Conduct Vision Train the Coach Sessions	1 day	Thu 5/23/02	Thu 5/23/02	
72		Conduct Definition Train the Coach Sessions	1 day	Fri 5/24/02	Fri 5/24/02	
73		Conduct Construction Train the Coach Sessions	1 day	Tue 5/28/02	Tue 5/28/02	
74		Conduct Deployment Train the Coach Sessions	1 day	Wed 5/29/02	Wed 5/29/02	
75		Conduct Support Train the Coach Sessions	1 day	Thu 5/30/02	Thu 5/30/02	
76		Revise Materials Based on Pilots	5 days	Fri 5/31/02	Thu 6/6/02	
77		Signoff on Development	20 days	Fri 6/7/02	Mon 7/8/02	Elena Pienkowski
78		Prepare for development review session	3 days	Fri 6/7/02	Tue 6/11/02	
79		Conduct development review session with Connie, Cheryl and Lana	1 day	Wed 6/12/02	Wed 6/12/02	
80		Revise materials	2 days	Thu 6/13/02	Fri 6/14/02	
81		Submit development deliverable (87.1.3B)	1 day	Fri 6/14/02	Fri 6/14/02	
82		Receive comments and revise	14 days	Mon 6/17/02	Mon 7/8/02	
83		Delivery	102 days	Tue 5/28/02	Mon 10/21/02	
84		Market and Announce Coaching Sessions	16 days	Fri 5/31/02	Fri 6/21/02	SFA University
85		Create announcements	2 days	Fri 5/31/02	Mon 6/3/02	
86		Post announcements	10 days	Tue 6/4/02	Mon 6/17/02	
87		Write article for SFA INStep	4 days	Mon 6/17/02	Thu 6/20/02	
88		Create posters	5 days	Mon 6/17/02	Fri 6/21/02	
89		Conduct Vision/Definition Coaching Sessions	79 days	Tue 5/28/02	Wed 9/18/02	Connie Davis,Cheryl Queen,Lan
90		Schedule sessions with projects	15 days	Tue 5/28/02	Mon 6/17/02	
91		Conduct sessions (10 sessions @ 16 hours total per session for preparation, conduct and review)	65 days	Mon 6/17/02	Wed 9/18/02	
92		Conduct Construct/Deploy/Support Coaching Sessions	79 days	Tue 5/28/02	Wed 9/18/02	Connie Davis,Cheryl Queen,Lan

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93		Schedule sessions with projects	15 days	Tue 5/28/02	Mon 6/17/02	
94		Conduct sessions (10 sessions @ 16 hours total per session for preparation, conduct and review)	65 days	Mon 6/17/02	Wed 9/18/02	
95		Develop deployment report	88 days	Mon 6/17/02	Mon 10/21/02	Elena Pienkowski,Jennifer Jone
96		Collect evaluations from coaching sessions and self-study materials	65 days	Mon 6/17/02	Wed 9/18/02	
97		Analyze evaluations and feedback	2 days	Thu 9/19/02	Fri 9/20/02	
98		Draft deployment report	3 days	Mon 9/23/02	Wed 9/25/02	
99		Internal Review	1 day	Thu 9/26/02	Thu 9/26/02	
100		Revise deployment report	1 day	Thu 9/26/02	Thu 9/26/02	
101		Present deployment report to Connie, Cheryl and Lana	1 day	Fri 9/27/02	Fri 9/27/02	
102		Submit deployment report (87.1.3C)	1 day	Mon 9/30/02	Mon 9/30/02	
103		Receive comments and revise	15 days	Tue 10/1/02	Mon 10/21/02	

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